



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT
OF PERSONS WITH A DEVELOPMENTAL DISABILITY**

*PLEASE REMEMBER this meeting is being audio recorded.
Speak clearly into the microphone during the meeting.*

Champaign County Developmental Disabilities Board (CCDDDB) AGENDA

Wednesday, February 17, 2016

Brookens Administrative Building, Lyle Shields Room

1776 E. Washington St., Urbana, IL 61802

8:00 AM

(Members of the Champaign County Mental Health Board are invited to sit in as special guests)

1. Call to Order – Dr. Phil Krein, President
2. Roll Call – Stephanie Howard-Gallo
3. Additions to Agenda
4. Citizen Input/Public Participation

The CCDDDB reserves the authority to limit individual public participants to five minutes and limit the total time to 30 minutes.

5. CCMHB Input (pages 3-6)

Minutes of the CCMHB 1/20/16 meeting are included for information only.

6. Approval of CCDDDB 1/20/16 Board Meeting Minutes (pages 7-10)*

Minutes are included in the packet. Board action is requested.

7. President's Comments – Dr. Phil Krein
8. Executive Director's Report – Peter Tracy
9. Staff Reports – Lynn Canfield & Shandra Summerville (pages 11-18)
10. Agency Information
11. Financial Report

- A. Approval of Claims* (pages 19-20)

Included in the Board packet. Action is requested.

12. New Business

- A. Integration Transition Successes

- Representatives of funded programs will provide oral reports on transitions to community settings for home, work, and connection.*
- B. LEAP Business Certification Presentation by Partners for Employment **(pages 21-37)**
A power point presentation appears in the board packet for context. Also for reference is a handout presented by the partners in November 2014; the foundation of a request for funding from the Division of Rehab Services, it contains data on a larger group than that targeted in the CCDDB's current Employment First contract.
 - C. Second Quarter FY16 Agency Reports **(pages 38-60)**
FY16 Q2 Service Activity Reports submitted per ID/DD program (including CCMHB funded ID/DD contracts) are presented for information only.
 - D. Requests for FY2017 Funding
A list of successful applications for funding of ID/DD programs will be distributed at the meeting for information.
 - E. Process for Search and Selection of Executive Director **(page 61)***
Discussion will include an update pertaining to the search committee, position summary description for advertising the position, and allocation of funds to support the process. A Decision Memorandum is for approval.
13. Old Business
- A. Intergovernmental Agreement with the CCMHB **(pages 62-67)***
A Decision Memorandum and revised IGA between the CCDDB and the Champaign County Mental Health Board are included for approval.
 - B. National Association (NACBHDD) Position on ID/DD **(pages 68-69)**
A final draft of position paper of NACBHDD's ID/DD position paper is included for information.
 - C. Meeting Schedules **(pages 70-71)**
Copies of CCDDB and CCMHB meeting schedules are included in the packet for information only.
14. Board Announcements
15. Adjournment

**Board action requested*

DRAFT

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
BOARD MEETING**

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Minutes—January 20, 2016

*Brookens Administrative Center
Lyle Shields Room
1776 E. Washington St
Urbana, IL*

DRAFT

4:30 p.m.

MEMBERS PRESENT: Astrid Berkson, Susan Fowler, Thom Moore, Judi O'Connor, Elaine Palencia, Julian Rappaport, Anne Robin, Deborah Townsend

STAFF EXCUSED: Margaret White

STAFF PRESENT: Peter Tracy, Executive Director; Lynn Canfield, Nancy Crawford, Mark Driscoll, Shandra Summerville

STAFF EXCUSED: Stephanie Howard-Gallo

OTHERS PRESENT: Allen Jones, Champaign County Sheriff's Dept.; Bruce Barnard, Linda Culton, Community Elements (CE); Patsi Petrie, Champaign County Board; Gail Raney, Bruce Suardini, Prairie Center Health Systems (PCHS); Lisa Benson, Regional Planning Commission (RPC); Darlene Kloeppel, Citizen; Nancy Greenwalt, Promise Healthcare; Beth Chato, League of Women Voters (LWV); Andy Kulczycki, Community Service Center of Northern Champaign County (CSCNCC); Phil Krein, Joyce Dill, CCDDB; James Kilgore, Marlin Mitchell, First Followers

CALL TO ORDER:

Dr. Townsend, President, called the meeting to order at 4:30 p.m.

ROLL CALL:

Roll call was taken and a quorum was present.

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CITIZEN INPUT / PUBLIC PARTICIPATION:

None.

ADDITIONS TO AGENDA:

None.

CCDDB INFORMATION:

The CCDDB has changed their monthly meeting times. The new schedule has been posted on the County website. Minutes from the November 18, 2015 Board meeting were included in the packet for information only.

APPROVAL OF MINUTES:

Revised minutes from the 12/16/15 Board meeting were distributed for approval.

MOTION: Dr. Moore moved to approve the revised minutes from 12/16/15. Ms. Berkson seconded the motion. A voice vote was taken and the motion passed.

PRESIDENT'S COMMENTS:

Elaine Palencia was introduced to the Board. Dr. Townsend and Dr. Krein will be meeting this week in order to discuss a strategy in the search for Mr. Tracy's successor.

EXECUTIVE DIRECTOR'S COMMENTS:

Mr. Tracy reviewed the application process and stated ID/DD applications will be considered by both the CCMHB and the CCDDB.

STAFF REPORTS:

Written staff reports from Mr. Driscoll, Ms. Canfield, and Ms. Summerville were included in the Board packet. Dr. Fowler requested Ms. Canfield obtain data regarding Swan residents, if possible.

CONSULTANT REPORT:

None.

BOARD TO BOARD:

Dr. Rappaport attended a Crisis Intervention Team Steering Committee meeting.

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AGENCY INFORMATION:

Mr. James Kilgore and Mr. Marlin Mitchell from First Followers made a presentation regarding their organization. First Followers is an incarceration re-entry program. Board members were given the opportunity to ask questions following the presentation.

Jennifer Knapp from Community Choices announced they received a grant for their Open Campaign program.

FINANCIAL INFORMATION:

A copy of the claims report was included in the Board packet. Pages 36, 38, and 39 should be eliminated from the report.

MOTION: Dr. Berkson moved to accept the amended claims as presented. Dr. Robin seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Election of Officers:

MOTION: Dr. Moore nominated Dr. Townsend for CCMHB President. Dr. Rappaport seconded the motion. A voice vote was taken and the motion passed.

MOTION: Dr. Rappaport nominated Dr. Fowler as Vice-President/Secretary. Dr. Berkson seconded the motion. A voice vote was taken and the motion passed.

Justice and Mental Health Collaboration Program (JMHC) Presentation:

An overview of the Justice and Mental Health Collaboration Program planning grant was provided by Bruce Barnard from Community elements (CE) and Chief Deputy Allen Jones from the Champaign County Sheriff's Office. The Powerpoint presentation, an overview of grant requirements, and a summary of the JMHC Orientation Conference was included in the Board packet. Five counties were funded nation-wide. Board members were given an opportunity to ask questions following the presentation.

Cultural and Linguistic Competence Update:

"Linguistic and Cultural Competence Guidelines for the State of Illinois Subcontractors and Vendors" used as reference for agencies contracting with the state was included in the Board packet. Ms. Summerville reviewed the document and provided updates.

CCMHB/CCDDB NOFA:

A copy of the Notice of Funding Availability (NOFA) that was published in the News Gazette on December 13, 2015 was included in the packet for information only.

OLD BUSINESS:

Meeting Schedules:

Copies of updated meeting schedules for the CCMHB and CCDDB were included in the packet.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 6:01 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Staff

**Minutes are in draft form and are subject to CCMHB approval.*

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**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT
OF PERSONS WITH A DEVELOPMENTAL DISABILITY
(CCDDB)
BOARD MEETING**

Minutes – January 20, 2016

*Brookens Administrative Center
Lyle Shields Room
1776 E. Washington St.
Urbana, IL*

DRAFT

Noon

MEMBERS PRESENT: Joyce Dill, Phil Krein, Deb Ruesch, Mike Smith, Sue Suter

STAFF PRESENT: Peter Tracy, Lynn Canfield, Nancy Crawford, Mark Driscoll,
Shandra Summerville

STAFF EXCUSED: Stephanie Howard-Gallo

OTHERS PRESENT: Felecia Gooler, Vicki Tolf, Danielle Mathews, Laura Bennett,
Patty Walters, Dale Morrissey, Ron Bribrisco, Annette Becherer,
Developmental Services Center (DSC); Gary Maxwell, Sam Shore,
Champaign County Board; Susan Fowler, Champaign County
Mental Health Board (CCMHB); Linda Tortorelli, Community
Choices and The Autism Project (TAP); Dylan Boot, Persons
Assuming Control of their Environment (PACE); Kathy Kessler,
Community Elements (CE); Lisa Benson, Regional Planning
Commission (RPC); Cindy Creighton, Barb Jewett, Citizens; Sam
Davis, United Cerebral Palsy; Melissa McDaniel, CTF Illinois;
Barb Bressner, Consultant; Vicki Niswander, JAMC; Lynn
Watson, Head Start; Jennifer Knapp, Community Choices; Darlene
Kloeppe, Citizen

CALL TO ORDER:

Dr. Phil Krein called the meeting to order at noon.

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ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

None.

CITIZEN INPUT:

Barb Jewitt from Mahomet spoke regarding the positive experience her son is having at the CCDDDB/CCMHB CILA.

CCMHB INPUT:

Minutes from the November and December CCMHB meetings were included in the Board packet for information only. The CCMHB will meet later in the day.

APPROVAL OF CCDDDB MINUTES:

Minutes from the November 18, 2015 CCDDDB meeting were included in the Board packet. Dr. Krein asked for an edit to be done under "President's Comments".

MOTION: Mr. Smith moved to approve the amended minutes from the November 18, 2015 CCDDDB meeting. Ms. Dill seconded the motion. A voice vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

Dr. Krein announced Mr. Tracy has announced his retirement effective June 30, 2016. Dr. Krein will be working with the Mental Health Board on the search process for a new executive director.

Oregon has settled the class action suit in Employment First. Oregon has committed to more community based employment for citizens. An Employment First presentation is being planned for the Champaign County Board.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy spoke regarding Employment First. He also reviewed the application process and integrated planning for the CCDDDB and the CCMHB.

STAFF REPORT:

Ms. Canfield's written report was included in the Board packet. Ms. Canfield shared the Ed McManus newsletter and details regarding the Ligas court findings report.

Ms. Summerville's staff report was included in the Board packet. Cultural and Linguistic Competence Plan instructions and template was distributed. Ms. Summerville will be available for technical assistance for all of the agencies.

CONSULTANT'S REPORT:

None.

AGENCY INFORMATION:

Dale Morrissey from Developmental Services Center commented on Ligas and the Oregon class action suit in Employment First.

Linda Tortorelli announced a public meeting will be held at the Illinois Terminal Building on Thursday, January 21 regarding the dire state of the State of Illinois budget.

Jennifer Knapp from Community Choices announced they received a grant for their Open Champaign program.

Jennifer Knapp from Community Choices and Annette Becherer from Developmental Services Center (DSC) provided an update on Employment First. As of today, 3 businesses are certified with Leaders in Employing All People (LEAP). The first of 6 family meetings will take place next week. A written copy of the Champaign County Employment First Plan was distributed to Board members.

FINANCIAL REPORT:

A copy of the claims report was included in the Board packet.

MOTION: Mr. Smith moved to accept the claims report as presented. Ms. Ruesch seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Integration Transition Successes:

Jennifer Knapp and Annette Becherer shared transition stories. One person obtained a job at Home Depot after looking for a year. Another person has started a job at Old Navy. Another person has found a passion for volunteering in the community.

Dylan Boot from PACE shared that a young woman with PACE is volunteering at the Virginia Theatre.



National Association (NACBHDD) Position on ID/DD:

A draft copy of a position paper from NACBHDD's ID/DD committee, for presentation at the February legislative and policy conference in Washington D.C, was included in the Board packet for information only.

Cultural and Linguistic Competence Update:

The document "Linguistic and Cultural Competence Guidelines for State of Illinois Subcontractors and Vendors" used as reference for agencies contracting with the state was included in the Board packet for information only.

Notice of Funding Availability (NOFA):

A copy of the NOFA which appeared in the News Gazette on December 13, 2015 was included in the Board packet for information only.

OLD BUSINESS:

Lane v Brown Settlement:

An article from Pacific Northwest News regarding approval of Oregon's proposed settlement with the Department of Justice, along with a fact sheet on the agreement, was included in the Board packet for information only.

Ms. Dill provided comments regarding the consent decree and the lack of funding in the State of Illinois.

Meeting Schedules and Timelines:

Copies of CCDDDB and CCMHB meeting schedules and allocation timelines are included in the packet for information only.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 1:04 p.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes are in draft form and subject to CCDDDB approval.*



**Lynn Canfield, Associate Director for Intellectual and Developmental Disabilities
Staff Report – February 17, 2016**

FY2016 Contracts: Second quarter reports for the funded ID/DD programs, along with Financial Variance Reports, Persons Served reports, and all but two Cultural and Linguistic Competence Progress Reports, have been submitted and are being processed. Monthly billings for two fee for service ID/DD contracts are submitted via the Proviso RTS and are up to date.

FY2017 Funding Applications: Provided technical support to users of the online application system and to agencies registering for the first time. All forms associated with requests for FY2017 funding were due by close of business on Friday, February 12, and a list of applicants for funding for ID/DD programs will be distributed at the meeting. Mark Driscoll and I met with the developer of the system regarding enhancements for FY2017 and FY2018, comments from agency users, and compliance with the county's ADA settlement agreement.

Alliance for the Promotion of Acceptance, Inclusion, and Respect: A second planning meeting of steering committee members is set for early March, although much has been accomplished through small meetings and email. The 2016 Roger Ebert's Film Festival runs from April 13 through April 17, and once again we'll sponsor an 'anti-stigma' film within the festival. A full-page ad about our mission, members, and upcoming events will appear in the program book, coordinated with other print and social media promotions and a 60-second video in the works. Community Elements is selling parking passes for spots in the lot across the street from the Virginia. We will host an art show in front of the theater, contribute to a panel discussion on stigma and the arts, and explore UTUC student support for artists' activities and for spreading the Alliance's message more broadly. My first meeting with students is February 16.

Association Committee Calls and Miscellaneous Webinars:

I participated in meetings of the Association of Community Mental Health Authorities of Illinois (ACMHA) Executive Committee, ID/DD Committee, and Medicaid/Managed Care Committee. (The next Legislative Committee call is February 11.) Executive Committee continued working on bylaws, prioritizing tasks for the coordinator, membership requests, training events, and transition of financial oversight, which led to a presentation by our Edward Jones account manager. We also discussed the future of committees which primarily track state developments and therefore have little news from one meeting to the next. The Medicaid/Managed Care could be considered one of these but had a useful conversation on how each community is coping with cuts, impasse, and changes in coverage. During the ID/DD call on January 13, the group agreed to support other state trade associations' push for increased DSP wages and discussed other challenges facing the field. We also had a call about possible participation in an Accountable Health Communities application; the call followed a CMS webinar on "Accountable Health Communities Model

Overview and Application Requirements," which I also listened to; this project would support care coordination, social services, and supports believed to help lower health care costs and improve health outcomes. Mark Driscoll and Peter Tracy and I met with colleagues from Coles County and Vermilion County to discuss local criminal justice/mental health initiatives and collaborations.

I participated in the January 26th call of the **National Association of County Behavioral and Developmental Disabilities Directors (NACBHDD)** ID/DD committee, preparing for our visit to Capitol Hill and talking with the director of NASDDDS about top issues confronting the DD field. #1 on the list is state compliance with new CMS requirements; 100% of sites in a state need to be confirmed as in compliance. The #2 priority was DOJ findings regarding integrated employment; all of us are now in search of an affordable, scalable model for appropriate supports. #3 is the critical role of families; 50% of those receiving services live at home (not to mention all of those receiving no services) so that funding directed to agencies-only misses an opportunity. Members shared concern about the high cost of integrated supports, the need to fund diverse non-work activities, how to honor families' desires not to provide supports indefinitely, and whom to approach for collaboration and legislation.

The January **Office of Disability Employment Policy (ODEP)** Community of Practice webinar continued this quarter's theme of Capacity Building, with a presentation on "Rethinking Benefits Planning as a Key to Successful Competitive Integrated Employment." Speakers addressed how to frame benefits planning across a continuum of work-readiness, work incentives for getting people with significant disabilities employed, and how states could use innovation and expansion funding to accomplish these. Washington State used SSA reimbursement dollars to fund six benefits planners in 2004, which led to benefits planning becoming an integrated part of counseling and guidance, expanding the conversation to financial stability; some states have used waivers for similar good results. Great points: people are more afraid of losing what they have than not gaining what they could have; when and how we provide information matters; people can achieve greater financial stability through earned income and work incentives; and the existing benefits system is based on our low expectations of people with disabilities.

I was able to view the first few hours of the **Annual Report on Disability and the Annual Compendium on Disability Statistics**, archived at <http://www.disabilitycompendium.org>. Due to consistent questions, national prevalence appears relatively stable with a slight increase to 12.6% of the total population in 2014 and 2015; in Illinois, between 9.9% and 11.4% of total are persons with disabilities; relative to other states, Illinois has fewer persons between the ages of 5 and 64 with disabilities. There are state by state comparisons on poverty and many other factors.

Highlights from **The College for Behavioral Health Leadership** webinar on the "Social Determinants of Mental Health:" personal circumstances, health disparities and inequities are shaped by the distribution of money, power, and resources globally and locally, themselves

influenced by policy choices; MI is linked with 25 year reduction in lifespan; culture counts; social determinants of health contribute to premature death; risk factors such as reduced options, poor choices, high risk behaviors, and stress are driven by underemployment, food insecurity, poor built environment, housing insecurity, ACEs, social exclusion, poor education, poor access to care, and poverty; negative mental health outcomes are associated with poverty and income inequality (supported with state by state prevalence data); good results are found in nurse-family partnerships, preschool and Head Start, the Good Behavior game, and Health Leads and medical-legal partnerships (two programs for hospital settings); policy makers can focus on inclusive workplaces, collaboration across systems to improve education and employment, decrease food insecurity, and end discrimination, and influence the way we think about mental health and culture.

Other Activity: I attended the February meeting of the **Coalition Executive Committee**, for substantial discussion of the "Fresh Start Initiative: A Focused Approach to Deter Gun Violence," framing the message, what to include for impact, composition of the steering committee, and efforts to gain public input. Mike Royse gave an overview of Rantoul Tomorrow. The Coalition's next "Racial Taboo" event will be a youth screening in April, coordinated with cultural clubs and social justice groups from high schools; the January event drew between 140 and 150 people. Representatives from the park districts reported 100% positive feedback regarding their CLC training at the Virginia, attended by approximately 200 staff and guests. Walk as One starts at 3:30PM at the ARC on February 24 with other Safety Week events throughout campus from 2/22 to 2/26. Unit 116 and Unit 4 are preparing for summer employment programs. CU Neighborhood Champions are doing trauma trainings and building neighborhood capacity this month.

All CCMHB/CCDDB staff attended **Mandatory ADA Training** in January, led by Robin Jones, who is also the co-chair of the state's 'employment first' task force. After the meeting, we discussed my prior application to the task force; there is a possibility of greater involvement in their work.

I attended the January **Mental Health Agencies Council** meeting. The consultant for our online system gave an overview of this work and Streamline Healthcare's electronic health records software. Shandra Summerville reviewed CLC Plan Guidelines and Requirements and distributed the updated CLCP instructions for FY17 applications for funding. Agencies discussed state budget and local and statewide impact. Announcements: trauma-informed Cognitive Behavioral Therapy for youth 8-17 at PSC; Courage Connection looking for Client Advocates; Prairie Center has two full-time openings; Frances Nelson can take new patients, has multi-lingual staff (Mandarin, French, Lingala, Spanish, Portuguese, etc.), and accepts Molina coverage; and upcoming WorkNet orientation.

Andy Mendoza, Assistant Director of Swann Special Care, provided some census data, but I requested more detail to combine with what we learned last month from the CCRPC Independent Service Coordination unit.

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Shandra Summerville

Cultural and Linguistic Competence Coordinator-CCDDDB/CCMHB

Staff Report- February 17, 2016

CCMHB FY17 Application Process:

5 (3 CCMHB Funded 1 DDB 1 Funded CCMBS/DDB Funded) organizations have received technical assistance for the FY17 Application. The technical assistance was provided both in person and via phone conference. In the MHAC Meeting I provided an overview of the guidelines for the CLCP that are required to report for the FY17 Application process.

National Updates:

I serve as a member of the National Federation of Families Board of Directors. This organization works to ensure that family voice/consumer voice is at the front of all conversations regarding children's mental health. There was a Board of Directors meeting held on January 25 via conference call. The agenda items began to address some of the changes in legislation that will have a negative impact in Idaho. Below is the language in the correspondence that the National Federation of Families was invited to speak in support of the local Idaho Federation of Families Affiliation.

"We urge you to oppose the passage of House Bill 413 which seeks to amend Idaho Code Section 49-402 by adding a new section authorizing special vehicle license plates for the Idaho Friends of the Orofino Maniacs. That's right, it will put the word MANIAC into Idaho Code and a license plate depicting the Orofino maniac mascot will be officially sanctioned and issued by the State of Idaho.

Orofino is home to State Hospital North, a state-sponsored and supported institution for the care and treatment of individuals who have a serious mental illness, and a high school using the name 'Maniacs' and image of a wild-haired, shouting, out-of-control cartoon character as its mascot. Proceeds from the sale of these special license plates would be applied to furthering academic enrichment in this school district."

I was featured in the Monthly Newsletter that was distributed to over 3,000 people on the National Federation of Families List serve. The Newsletter was forwarded to all Board members.

www.ffcmh.org

State Updates

There was a call to action to contact legislators about the lack of state budget. I sent 3 emails to the address calling for action on behalf of all social service agencies and state universities.

Local Updates

Consultation, Technical Assistance and Training are available for all agencies funded by the CCDDDB/CCMHB. If you have a request for consultation, please feel free to contact me at shandra@ccmhb.org or 217-367-5703 ext 2428.

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I attended the Champaign Community Coalition Meeting and there is a community training for individuals that are natural helpers in neighborhoods that have been impacted by violence on February 20, 2016 at Douglass Branch Library.

I met with one CCMHB Board Member about the role and position of the CLC Coordinator. There was clarity and recommendations about offering CLC Training to the members of the Champaign County Board.

I will be attending Disparities Solutions Center Web Seminar Series in Partnership with the Hospitals in Pursuit of Excellence (HPOE) of the American Hospital Association: "Going Beyond REaL Data Collection: Collecting Social Determinants of Health" This webinar will begin looking at the disparities that often go unreported when disparities are being measured.

Ebert Festival: I met with Don Francisco that will be doing a film project to promote diversity and inclusion. We are still in the planning phase and implementation will begin soon. Additional information will be provided in the March report.

Organization Training/Presentation:

Tuesday, February 23, 2016 6:00pm- Promise Healthcare Board Meeting "Introduction to Cultural Competence" (For Promise Healthcare Board Members Only)

February 11, 2015 4:30pm- Culturally Responsive Evaluation Class- University of Illinois Urbana-Champaign-

June 2016- Community Services of Northern Champaign County

NAACP Candidates Forum- February 17, 2016 7:00pm City of Champaign- I will serve as a moderator at 7:45pm

Resource information- Please see the attached article about the importance of infusing equity in an Urban Planning Process.

Infusing Equity into the Urban Planning Process

By Sara Booth | Posted: Wednesday, November 25, 2015 10:28 am

If you want to include equity concerns in your long-range planning, your process might be as important as your results.

That's what the Rhode Island Office of Statewide Planning discovered when it incorporated equity goals into its two-year plan for the first time.

Rhode Island is one of many states whose laws require comprehensive plans for areas such as housing and economic development. Detailed planning also is required to win grants, such as the U.S. Department of Housing and Urban

Development grant that funded the plan. But equity was a new requirement, and one that didn't readily fit in with the usual way of doing things.

At the 2015 Growing Sustainable Communities Conference held recently in Dubuque, Nathan Kelly, a consultant with Horsley Witten Group, and Cynthia Silva Parker with the Interaction Institute for Social Change, described some of the successes, insights and unexpected pitfalls of the planning process, which began in 2013 and is still in development.

"To apply for a grant, to create a request for proposals, to hire consultants, to set timelines, to put all of your ducks in a row and then say, 'Oh, by the way, we're going to try to address social equity,' it's like trying to put a sweater on an octopus," Kelly said.

What is equity? In the simplest terms, it means fairness, which is not necessarily the same thing as equality.

"It's not about everybody getting the same thing," Parker said. "It's about everybody getting what they need in order to improve the quality of their situation."

One difficulty in including equity goals in planning is that the people who need them most can be hard to involve. Traditionally, planners involve stakeholders by inviting them to public meetings and asking them to read and comment on plans. This can be a time-consuming process, and people who work multiple jobs and lack transportation and child-care options are unlikely to show up at the library for a three-hour meeting.

And even if they're able to offer their time, they may not be willing.



Social Equity and Social Change

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"Trust is the No. 1 thing, 'Why are you asking, and will it make a difference,'" Parker said. "When we got started, there was a bit of interesting community jargon: 'Planning Fatigue.' People were tired of being asked to come to meetings, asked to share their vision, asked to draw another picture of a beautiful community, and then nothing is going to happen, or it's going to take 15 years and they're going to say, 'We don't even remember that we were part of that.'"

Once these unheard voices are brought into the process, there can be one more difficulty: getting the more privileged participants to hear them.

"If you bring these people together and you say, 'Oh, come be different, just like us! Look different, but don't think differently, don't act differently, don't frame issues differently, don't have different solutions,' that's the un-inclusive version of diversity," Parker said. "You want to make space for people to show up and be who they are."

The Rhode Island group put together a Social Equity Advisory Committee (SEAC) to guide the process and critique the suggestions from an equity point of view. To make sure discussions were open and useful, they began with 11 guidelines for discussion:

- 1. Safe place:** Disagreement is fine, but harsh criticism can shut down conversation.
- 2. Anonymity:** A meeting is a safe place to explore without worrying about what happens outside the meeting.
- 3. General interruption about oppression/teachable moments:** It may be necessary to stop conversation briefly to explain to someone who has inadvertently said something offensive.
- 4. Listen.**
- 5. One microphone:** No side conversations.
- 6. Everybody has a voice.**
- 7. Step up, have your say, step aside.**
- 8. Use technology respectfully:** Take cell phone conversations out of the room.
- 9. Clarify definitions:** Explain your terms.
- 10. Common language:** Avoid jargon.
- 11. Land the plane:** Be brief and don't ramble.

Racism in particular is a difficult topic to talk about, but it's impossible to discuss equity without addressing it too.

"It's important to think and talk about racism not principally on that micro level where we're often tempted to think about it ... but on the macro level," Parker said. "How do we engage our institutional practices? Who is eligible for programs? What are the requirements for jobs? What are ways in which we inform contractors that contracts are available?"

Barriers can exist without anyone having bad intentions, and those barriers are often invisible to those in more privileged positions.

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The committee had to work to bring the residents most affected into the process, to locate them and gain their trust, to educate them on the decisions that had to be made and the limits that surrounded them, and to give them time and space to talk.

But there was another level of education happening at the same time: making sure that members of the planning community understood what equity was and why it was important.

"Some of this is completely foreign to major decision-makers at the state, county and city level," Kelly said. Committee members had to "develop that understanding that this is important, that it's the right thing to do. I found myself saying, 'When we're writing plans, we're supposed to be writing them for everybody, right?'"

Naturally there were disappointments along the way. Some communities were difficult to hear from and some suggestions were widely supported but not practical within the political reality of the state. One indication of success, though, was that parts of the finished plan were substantially different from what they would have been without the committee's efforts. For instance, the final plan included a goal to "foster an inclusive economy that targets opportunity to typically underserved populations," including not only marginalized races and classes but the homeless, the disabled and the formerly imprisoned. These guidelines, Kelly said, would probably not have existed if the plan had been developed through a more traditional process.

Another indication of success? Ironically, the ongoing tension of the process.

"There was a very interesting moment where the planners were getting pushed from this side by the equity committee and from the other side by the more traditional business concerns," Parker said. "I thought, we must be doing something right if nobody's happy with us."

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CHAMPAIGN COUNTY
EXPENDITURE APPROVAL LIST

2/05/16

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VENDOR NO	VENDOR NAME	TRN B TR DTE M CD	TRANS NO	PO NO	CHECK NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 108 DEVLPMNTL DISABILITY FUND											
*** DEPT NO. 050 DEVLMTNL DISABILITY BOARD											
90	CHAMPAIGN COUNTY TREASURER	2/02/16 01 VR 108	17		536760	2/05/16	108-050-533.07-00	MENT HLTH BD FND 090	PROFESSIONAL SERVICES	FEB ADMIN FEE VENDOR TOTAL	31,436.00 31,436.00 *
104	CHAMPAIGN COUNTY TREASURER	2/02/16 01 VR 108	18		536762	2/05/16	108-050-533.92-00	HEAD START FUND 104	CONTRIBUTIONS & GRANTS	FEB SOC/EMOT SVCS VENDOR TOTAL	4,569.00 4,569.00 *
161	CHAMPAIGN COUNTY TREASURER	2/02/16 01 VR 108	13		536765	2/05/16	108-050-533.92-00	REG PLAN COMM FND075	CONTRIBUTIONS & GRANTS	FEB DECISION SUPPOR VENDOR TOTAL	4,000.00 4,000.00 *
5352	AUTISM SOCIETY OF ILLINOIS	2/02/16 01 VR 108	11		536779	2/05/16	108-050-533.92-00	GRANTS	CONTRIBUTIONS & GRANTS	FEB AUTISM NETWORK VENDOR TOTAL	833.00 833.00 *
18209	COMMUNITY ELEMENTS	2/02/16 01 VR 108	10		536795	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB COORD OF SVCS VENDOR TOTAL	2,662.00 2,662.00 *
18900	CTF ILLINOIS	2/02/16 01 VR 108	12		536803	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB NURSING VENDOR TOTAL	715.00 715.00 *
11100	DEVELOPMENTAL SERVICES CENTER OF	2/02/16 01 VR 108	14		536810	2/05/16	108-050-533.92-00	CHAMPAIGN COUNTY INC	CONTRIBUTIONS & GRANTS	FEB APARTMENT SVCS	13,765.00
		2/02/16 01 VR 108	14		536810	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB CLINICAL SVCS	14,481.00
		2/02/16 01 VR 108	14		536810	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB COMMUNITY EMPLO	18,567.00
		2/02/16 01 VR 108	14		536810	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB CONNECTIONS	7,083.00
		2/02/16 01 VR 108	14		536810	2/05/16	108-050-533.92-00		CONTRIBUTIONS & GRANTS	FEB EMPLOYMENT 1ST	6,667.00

19

11.4

CHAMPAIGN COUNTY
EXPENDITURE APPROVAL LIST

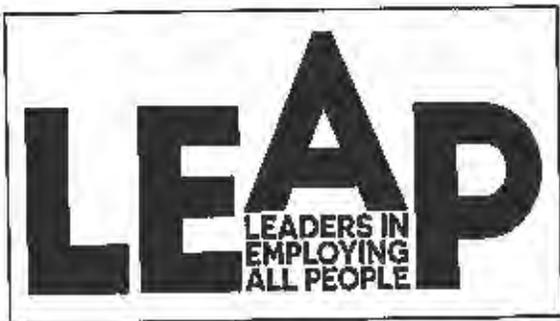
2/05/16

PAGE 2

VENDOR NO	VENDOR NAME	TRF B DTE M CD	TR TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 108 DEVLPMNTL DISABILITY FUND										
		2/02/16 01 VR 108-	14		536810	2/03/16	108-050-533 92-00	CONTRIBUTIONS & GRANTS	FEB FAM DEV CENTER	45,492.00
		2/03/16 01 VR 108-	14		536810	2/05/16	108-050-533 92-00	CONTRIBUTIONS & GRANTS	FEB INT SITE SVCS	75,453.00
									VENDOR TOTAL	201,508.00 *
32816	DOWN SYNDROME NETWORK									
		2/02/16 01 VR 108-	20		536813	2/05/16	108-050-533 92-00	CONTRIBUTIONS & GRANTS	FEB DOWN SYNDROME	1,250.00
									VENDOR TOTAL	1,250.00 *
54930	PERSONS ASSUMING CONTROL OF THEIR ENVIRONMENT, INC									
		2/02/16 01 VR 108-	15		536856	2/05/16	108-050-533 92-00	CONTRIBUTIONS & GRANTS	FEB OP FOR INDEPEND	2,500.00
									VENDOR TOTAL	2,500.00 *
76107	UNITED CEREBRAL PALSY LAND OF LINCOLN									
		2/02/16 01 VR 108-	16		536886	2/05/16	108-050-533 92-00	CONTRIBUTIONS & GRANTS	FEB VOCATIONAL SVCS	7,206.00
									VENDOR TOTAL	7,206.00 *
									DEVLPMNTL DISABILITY BOARD	DEPARTMENT TOTAL 266,675.00 *
									DEVLPMNTL DISABILITY FUND	FUND TOTAL 266,675.00 *

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12.B.



**Making
Employment Fit
Everyone**
BY PARTNERS FOR EMPLOYMENT

Partners For Employment

- Funded through the Champaign County Developmental Disabilities Board
- Developed by Community Based and Developmental Services Center (CDDSC)

 + 



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Today's Agenda

- History
- Unlapped Market
- What Does Diversity Mean?
- Person-Centered Language
- It's OK to Have Expectations
- Let's Get Real: Breaking Through the Barriers to Success
- Effective Accommodations
- Next Steps



History

Employment First Legislation

- All citizens, including individuals with significant disabilities, are capable of full participation in integrated employment and community life
- Integrated Employment Definition

Local History

- PARTNERS FOR EMPLOYMENT (PFE) is a collaborative effort of DSD & Community Choices with the help of Champaign County Developmental Disability Board (CCDDDB) Funding
- Purpose is to create a changed environment

Our Mission:

Partners for Employment of Champaign County exists to empower, engage, inspire and challenge the continuity in the growth of job opportunities for persons with a developmental disability.

Our objectives:

1. Empower
2. Engage
3. Inspire
4. Challenge



Untapped Market

People with Disabilities Are a Valuable Part of Your Team

- Create meaningful jobs in Champaign County
- Provide support for success through organizations
- A guarantee that any employee will be the perfect employee

People with disabilities are working as:

- | | | |
|-----------------------------|------------------------|------------------------------|
| - Development | - Country Club | - Local Retail |
| - Retail | - Car Wash and Detail | - Restaurant and Hospitality |
| - DJ | - Day Care Assistant | - Transportation Services |
| - Landscaping and Gardening | - Janitor | - Utility |
| - Food Service | - Food Service Worker | - Retail and Wholesale |
| - Cleaning and Custodial | - Hospitality - Server | - Sales Representative |
| - Health | - Cleaning - Mailroom | - Day Receptionist |
| - Warehouse Associate | - Retail - Order Entry | - Medical Records Clerk |
| - Cashier | - Janitor | - Janitor |

Create a Win/Win for Everyone

For Your Business

- Hire & retain successful employees
- Organize EAP Participation
- Increase diversity in the workplace
- Market to the disability community as a source of commerce

For The Employees

- Create opportunities for growth and advancement
- Offer competitive wages to attracted talents to gain self-sufficiency
- Provide access to employment in their community
- Offer opportunities to encourage personal development

What Does **Diversity** Mean???



Diversity is not just gender or race.

It also includes

- Age
- Education
- Physical Ability
- Culture
- Problem-solving Ability
- Language
- Physical Appearance
- Critical Thinking Ability
- Team Building Ability
- Communication Ability

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**Person Centered
Language**

Communicate effectively and sensitively



- Remember – Disability is not the extent of what that person is
- Use appropriate & sensitive terms – "intellectual disability", "cognitive disability" or "mental health issues"
- Describe a solution in a straight forward way

It's OK to have



EXPECTATIONS!

Expect the Best

- Give constructive feedback
- Communicate directly with employees
- Follow up regarding expectations
- Expectations go both directions

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Activity

LET'S GET REAL...

Positive Outcomes

- What worked?
- What were some goals or outcomes?
- What were the key factors to that solution's success?

Brainstorming Solutions

- What didn't work?
- What were the barriers to success?
- What could have been done differently?

Effective Accommodations

Activity Individualism

Accommodations by Disability: A to Z

SOAR
Scholarship Opportunity Awareness Resource
Act. All.org

<http://askjan.org/media/atoz.htm>

Accommodations: Hiring/ Orientation

Hiring/ Orientation

- Provide alternatives for application & interviewing process
- Allow for shorter and multiple orientation sessions
- Encourage job coaches to attend both interviews and orientation
- Provide reference sheet for business contact information
- Offer visuals summarizing orientation content
- Incorporate breaks during the session for movement

Accommodation

S:
Basic

Basic Accommodations

- Provide sensitivity training
- Recognize employees with strength in mental health
- Transfer to other workgroup, shift or department
- Offer visual support
- Plan to give advance notice of changes
- Clarify & explain all new instructions

Accommodations: Supervision

Supervision

- Offer detailed guidance and feedback in a fair and consistent manner
- Give clear expectations and consequences
- Set goals and follow up
- Assist in assigning priority
- Assign tasks and projects in a predictable manner
- Use modification as needed
- These things are good things for EVERYONE

Accommodations:
Social Skills

Social Skills

- Model good social skills
- Review conduct policy
- Provide training videos
- Talk directly with the employee
- Advocate to be present at important meetings

Here are some GREAT
examples...

DSC Champion Business Video - Rockwell
Automation

Community Choices Champion Business
Video - Planet Fitness

Next Steps

Criteria to be a LEAP Certified

Employer

- Connect to Partners for Employment Training assist with your management team
- Train your staff on LEAP concepts
- Employ a person with a disability
- Provide equal advancement opportunities to all employees
- Refer to ETS 1000

LEAP Certified Employer Benefits

- Recognized on our websites and social media
- Highlighted in an article in our newsletter
- Presented with a framed certification
- Spotlighted in the annual **DisABILITY Expo** for local businesses and organizations
- Included in a list of LEAP certified employers
- Included on a brochure of LEAP certified employers – *coming next year!*

Contact us at:

- **Michelle Petty**, Employment First LEAP Coordinator, Developmental Services Center
- **Jamie Stevens**, Director of Employment Services, Community Choices

Partners for Employment
217-360-0033
LEAP.by.PFE@gmail.com

Thank You

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Champaign County Employment First Plan

Background:

Employment First is modeled from a national movement that believes employment in the general workforce is the first and preferred option when exploring goals and a life path for people with disabilities.

At the State Level

- **Per the Illinois Council on DD:** A recommendation of the Employment and Economic Opportunity for Persons with Disabilities Task Force (established by legislation in 2009) is for Illinois to become an **Employment First** state. Employment First simply means employment in the community would be the first and preferred option for individuals with disabilities receiving publicly funded services in Illinois.
- **July 16, 2013 - Governor Quinn Signs Employment First Act to Expand Opportunities for People with Disabilities.** The "Employment First Act" requires Illinois state agencies to work together to make employment for people with disabilities a priority.
- **December 2013 - Governor Pat Quinn** announced that Dale Morrissey, CEO of DSC, has been assigned to a task force formed by legislation that brings Illinois into the federal Employment First program.
- **June 3, 2014 - Governor signed an Executive Order implementing Employment First in Illinois.** First step has just recently come to fruition, with a Liaison being appointed within the Governor's office to implement policy in conjunction with the task force and state agencies.
- **October 30, 2014 - Equip for Equality Released its Illinois Employment First Blueprint** outlining recommendations for the State of Illinois.

At the County/Local Level

- **Summer 2013 - Collaboration** begins in Champaign County in the form of an Employment First Workgroup with representatives from Community Choices, DSC and the Champaign County Developmental Disability Board.
- **December 2013 - Champaign County Developmental Disabilities (377) and Mental Health (708) Boards** embrace Employment First Philosophy and include in priorities for applicants pursuing FY 15 funding.
- **February 2014 - FY 15 Funding Applications** demonstrate a shift toward Community and Employment First initiatives.
- **Spring 2014 - Two local provider agencies** strengthen commitment to person-centered planning and self-directed services with CQL Certification.
- **November 19, 14 - Champaign County Employment First Plan is introduced this evening,** seeking support from the Champaign County Developmental Disability (377) Board and Mental Health (377) Board.
- **TBA - Workgroup presenting tonight is scheduling a meeting with Dave Hanson,** Director of the IDHS Division of Rehabilitation Services (DRS).

Purpose statement:

The purpose of the Champaign County Employment First Plan is three fold:

1. To promote the principle that our citizens with intellectual and/or developmental disabilities have choices and equal rights to the full range of competitive employment and community opportunities,
2. To advocate for policies and practices that seek to ensure placement of individuals with disabilities in the general workforce alongside non-disabled workers,
3. To assist with necessary supports to facilitate job success, provide equal compensation for equal work, and foster choice, inclusion, independence and prosperity.

Goal:

In 7 years, we want to have the following service array for adults with intellectual and/or developmental disabilities in Champaign County:

- Competitive Employment: the person spends their day in a community job
- Mix: the person has a part-time job and volunteering, classes, and other day options
- Day program: the person has a variety of activities such as life skills classes, art, and community activities. (This includes people who are retired.)
- Waiting for services means on a waiting list or about to graduate

	Current*	+/-	Target (7 years)
Competitive Employment	95 23%	+51	146 35%
Mix	17 4%	+88	105 25%
Day program	230 55%	-105	125 30%
Waiting for Services	75 18%	-34	41 10%
TOTAL	417 100%		417 100%

*Current numbers are as of 6/30/14 from DSC and Community Choices.

In addition, within the next 2 years, transition age youth will first be given the option of competitive employment.

What would success look like?

- For all options:
 - Individuals are growing in their self-advocacy skills and experiencing as much independence as possible
 - Parents are learning to encourage independence and listen to their adult children with disabilities
- For competitive employment:
 - Economic self-sufficiency
 - Reduced dependence on government benefits
 - Relationships and natural supports
 - Sense of moving forward in life
 - Staff support individuals in developing relationships with their co-workers
 - Transportation is as independent as possible
- For a mix of employment and day options:
 - Able to have a full life
 - Have true options
 - Explore a range of interests
 - Lifelong learning opportunities
- For day program:
 - Meaningful day/quality of life
 - Staff who support the unique needs of each person
 - Go into the community or have the community come to them

DRAFT ACTION PLAN

The next step will be to put together an action plan for how to reach these targets. The plan will include benchmarks to measure progress. Included below is a general outline.

Stakeholders who will be included in the plan are: Self-advocates, Families, Providers, Funders, Businesses, Schools, Legislators, and the community at large.

1. Service Array

- a. Competitive employment:
 - i. There are three primary providers who are already offering this service.
 - ii. To enhance this option, we need to:
 - 1. Develop more community opportunities for job shadowing, skill development, and trial work
 - 2. Enact state policy changes so individuals can have adequate rates, long-term job coaching, and maintain their housing choices

5/6

3. Conduct a campaign targeting businesses, to encourage them to hire people with disabilities

ii. Day program:

- i. Enact state policy changes for a new service definition called "community access"
- ii. Create alternative day options
 1. Classes, volunteering, activities
 2. Recreation center?
 3. Senior center?
- iii. Develop additional transportation options and partnerships
- iv. Pilot new ideas with funding from the State and/or the Champaign County Developmental Disabilities Board and the Champaign County Mental Health Board (CCDDDB/CCMHB)

2. Plan for business outreach

- a. Develop "Ability Plus", a business and public awareness campaign
 - i. Articulate to businesses why hiring people with disabilities makes good financial sense
 - ii. Conduct trainings for businesses on disability awareness
 - iii. Get success stories from current employers
 - iv. Recruit a business owner to champion the campaign
 - v. Use local media to promote campaign and local business participants
 - vi. Give presentations to local service clubs and the Chamber of Commerce
 - vii. Involve CCDDDB/CCMHB members in campaign
- b. Train self-advocates to write business reviews on JJ's list

3. Plan for individual/family education

- a. Conduct informational events and meetings
- b. Potential curriculum includes:
 - i. Dare to Dream - for self-advocates
 - ii. Supporting the Dreamer - for families
 - iii. Bridging the Gap Between Dreams and Reality - for staff
- c. Connect families who are having success with families who are nervous about something new
- d. Hold discussions on guardianship and the limitations
- e. Conduct trainings on benefits

4. System reforms

- a. New service definition of "community access" as an additional day option
- b. Remove the pre-approval requirement for Supported Employment through DDD
- c. Continuum of support between Division of Developmental Disabilities (DDD) and Division of Rehabilitation Services (DRS) funding

- d. Increase in rate:
 - i. Increase rates to cover costs of providing services
 - ii. Unbundle residential, day, and transportation in Community-Integrated Living Arrangement (CILA) rate
 - iii. Increase the allowed number of hours of day support
- e. Revised training protocols for staff to adjust to community support rather than facility-based support.

CCDDB/CCMHB Recommendations

1. Partnering on the advancement of Employment First in Champaign County, through a commitment to:
 - a. Advocate at the state level for Employment First implementation
 - b. Offer multi-year grants for programs transitioning to an Employment First model
 - c. Participate in the activities of a workgroup established to develop and implement the Employment First Plan
 - d. Adopt the Employment First Plan created by the workgroup

12.C.

Second Quarter FY2016 Service Activity Reports

for ID/DD programs funded by
the Champaign County Developmental Disabilities Board
and Champaign County Mental Health Board

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **The Autism Society of Illinois: C-U Autism Network**
- Board **Developmental Disabilities Board**
- Program **C-U Autism Network (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[**Change Status**] to

Date Submitted 01/19/2016 02:01 PM

Submitted By TOCONNOR

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target	18		1925	95
Quarterly Data (NEW Clients)	5		523	14



The Expo was in October and I estimated that we reached 500 NTPC at that event. We also had 23 NTPC attend our MeMoves event in October and our October, November, and December meetings. We had a total of 14 TPC who attended the MeMoves and meetings, 9 of which were new TPC

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **CCRPC - Community Services**
- Board **Developmental Disabilities Board**
- Program **Decision Support Person for CCODD -2016 (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[[Change Status](#)] to Submitted ▼

Date Submitted 01/20/2016 01:55 PM

Submitted By RWOODARD1

	Community Service Events (CSE)	Service / Screening Contacts (SC)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	10	20	300	32	
Quarterly Data (NEW Clients)	2	1	162	0	

Comments

During this reporting period the ISC team completed 162 preference assessments (NTPC). Non of these clients were identified as needing extra assistance for PUNS enrollment or non waiver funded services (TPC). One individual called that was not eligible for PUNS enrollment or not waiver funded services. Staff met with 2 DOB funded agencies regarding connecting with their clients to enroll on PUNS.

OK

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency CTF Illinois
- Board Developmental Disabilities Board
- Program CTF Nursing (2016)
- Period 2016 - Second Quarter FY2016

Status Submitted

[[Change Status](#)] to Submitted ▼

Date Submitted 01/27/2016 03:51 PM

Submitted By DPITTMAN



Community Service Events Service / Screening Contacts	NON-Treatment Plan Clients	Treatment Plan Clients	Other
(CSE)	(SC)	(NTPC)	(TPC)

Annual Target

7

Quarterly Data (NEW Clients)

Comments RN provides nursing services to the 7 residents in the home. These services include, but not limited to, medical assessments, follow ups, contacts with physicians, medical review, staff training, and on call availability.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency Champaign County Head Start/Early Head Start
- Board Developmental Disabilities Board
- Program Social-Emotional Disabilities Svs (2016)
- Period 2016 - Second Quarter FY2018



Status Submitted

[Change Status] to

Date Submitted 01/29/2016 02:56 PM
Submitted By LYNN

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target	1	600	55	60
Quarterly Data (NEW Clients)	0	183	53	21

Community Service Events data is collected from number of networking meetings attended.
 Screening Contacts data is collected from kids in classroom observations, ASQ SE screenings completed, and individual child observations.
 Non-Treatment Plan Clients are parent teacher behavior planning meetings and parent trainings or support groups.
 Treatment Plan Clients are children that have individual social emotional goals written for them, new clients in counseling, and new behavior plans written.
 Other data is derived from staff trainings, social emotional news articles placed in weekly parent newsletters and policy council meetings.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Champaign County Down Syndrome Network**
- Board **Developmental Disabilities Board**
- Program **Champaign County Down Syndrome Network (2016)**
- Period **2016 - Second Quarter FY2016**



Status Submitted

[Change Status] to Submitted

Date Submitted 02/01/2016 08:57 PM

Submitted By MSCOTT

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target	15	0	0	120
Quarterly Data (NEW Clients)	6		72	122
Board Meetings - Oct & Nov - 8				
Nov TOT Playgroup - 8				
Comments Holiday Party - 194				
Fall Fun Fest - 25				
Buddy Walk - ~1500				

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Community Choices, Inc.**
- Board **Mental Health Board**
- Program **Customized Employment (2016)**
- Period **2016 - Second Quarter FY2016**



Status Submitted

[**Change Status**] to **Submitted** ▼

Date Submitted 01/26/2018 03:28 PM

Submitted By CHOICES

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
 (CSE) (SC) (NTPC) (TPC)

Annual Target	4	785	0	37	1405
Quarterly Data (NEW Clients)	1	196	0	3	283

Comments
 CSE - Presentation at APSE conference 10/1
 Other - Direct service hours

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Community Choices, Inc.**
- Board **Mental Health Board**
- Program **Self-Determination Support (2016)**
- Period **2016 - Second Quarter FY2016**



Status Submitted

[Change Status] to Submitted

Date Submitted 01/26/2016 03:30 PM

Submitted By CHOICES

	Community Service Events Service / Screening (CSE)	Contacts NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	4	774	120	0	410
Quarterly Data (NEW Clients)	2	228	6	0	270

Comments CSE - Disability Expo 10/17, Love Corner Clinic 10/24
 Other - Direct service hours

Proviso Township Mental Health Commission



Demographic Info

Fiscal Year: 07/01/2015- 06/30/2016 Qtr: 2

Agency Name: Community Choices, Inc. Program: Community Living

Residence	Count	% of Total
Champaign	12	60%
Ivesdale	1	5%
Mahomet	2	10%
Tolono	2	10%
Urbana	3	15%
Totals	20	

Ethnicity	Count	% of Total
African-American	2	10%
Caucasian	17	85%
Unknown	1	5%
Totals	20	

Age Range	Count	% of Total
0-5	1	5
19-24	5	25
25-32	9	45
33-45	4	20
45-64	1	5
Totals	20	

Sex	Count	% of Total
F	3	15%
M	16	80%
U	1	5%
Totals	20	

(Handwritten initials)

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Community Elements, Inc.**
- Board **Developmental Disabilities Board**
- Program **Coordination of Services: DD/MI (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

Change Status to Submitted

Date Submitted 01/25/2016 11:32 AM
Submitted By KKESSLER

	Community Service Events (CSE)	Service / Screening Contacts (SC)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	12	15	0	0	
Quarterly Data (NEW Clients)	5	3	2	1	

(Handwritten initials)

Comments

The DD/MI Clinician worked with a total of 22 clients during this quarter. 21 clients continued into this quarter but 2 clients were later closed to this service. 3 new clients were screened. 1 of these clients went no further than the screening and dropped out of service. The second client is yet to have a mental health assessment and treatment plan completed and the 3rd one became a treatment plan client. The DD/MI Clinician provided 274 hours of direct service for the quarter. DD/MI Clinician participated in 5 CSE with the planning of the Disability Fair (2), a separate collaboration with DSC staff and one with Community Connection staff, as well as serving on the TEC committee. Besides the above CSE the DD/MI Clinician's focus was primarily working with his clients on symptom management, skill building techniques or counseling services. He spent time in working with family members/providers of his clients on: coordinating services in their behalf, brainstorming and sharing ideas on how to work with their family members, and educating them on various interventions to use with their family member/client.

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Apartment Services (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

Change Status to **Submitted**

Date Submitted 01/28/2016 08:24 AM

Submitted By VICKIE2010

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target				
Quarterly Data (NEW Clients)	0	1	0	0
Comments	One person was screened for C-U Independence and will be moving in January 2016. Service Hours = 1991.75.			

SH

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency Developmental Services Center
- Board Developmental Disabilities Board
- Program Clinical Services (2016)
- Period 2016 - Second Quarter FY2016

Status Submitted

Change Status to **Submitted**

Date Submitted 01/29/2016 08:35 AM

Submitted By VICKIE2010

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
(CSE) (SC) (NTPC) (TPC)

Annual Target

Quarterly Data (NEW Clients)

1 4 0 0

Services provided to new TPC and NTPC individuals this quarter consisted of three individuals receiving counseling.

Comments Four individuals received two types of clinical services.

This quarter there were four screening contacts for counseling services.

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Community Employment (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[**Change Status**] to

Date Submitted 01/28/2016 08:44 AM

Submitted By VICKIE2010

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target				
Quarterly Data (NEW Clients)	0	2	0	4

Eight people gained employment during the second quarter including two new employers. The job retention rate for those people hired during the second quarter last year is 80%. One person lost her job due to excessive absenteeism. This was a young woman who was struggling with numerous life transitions all happening simultaneously.

Comments

The two service screenings included contact with parents interested in employment for their young adult child.

Service hours totaled 660.

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency Developmental Services Center
- Board Developmental Disabilities Board
- Program Connections (2016)
- Period 2016 - Second Quarter FY2016

Status Submitted

[Change Status] to Submitted ▼

Date Submitted 01/28/2016 08:29 AM

Submitted By VICKIE2010

	Community Service Events Service (CSE)	Screening Contacts (SC)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target					
Quarterly Data (NEW Clients)	0	0	0	16	

Comments The Connections program provided activities for 37 people this quarter with 16 of those being new. Service hours totaled 176. Some of the activities included a shopping trip to a coin shop; attendance at an Illini Football game; and participation in the Down Syndrome Network's Buddy Walk, the Disability Resource Expo and the Speak Up/Speak Out Summit in Springfield. Two advocates also attended the CQL conference in St. Louis in October.

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- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Employment First (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[**Change Status**] to Submitted

Date Submitted 01/28/2016 08:40 AM

Submitted By VICKIE2010

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
(CSE) (SC) (NTPC) (TPC)

Annual Target

Quarterly Data (NEW Clients)

28

Agendas for six Family Meetings have been developed and flyers have been sent to prospective families with dates and times of the meetings. These meetings will be held on the 4th Tuesday of each month. Topics include Family Support in Job Preparation; ABLE Act; How will Employment Affect Benefits; Process of Transition; Natural Supports; and Success Stories.



Comments

The LEAP Certification training was finalized and the first two employers have been certified. Rockwell Automation and Planet Fitness were presented with certificates designating them as disability-aware businesses. Feedback from both businesses was positive. A third training session has been scheduled and 28 other employers have been contacted regarding their interest in the certification. Binders have been prepared for the businesses completing the training that include LEAP certified business window sticker and paper copies as well as digital copies on flash drives of the power point presentation; associated worksheets used in training; resource documents on accommodations; contact information for "Partners for Employment" using the established phone number (217-360-0033) and email address (LEAP.by.PFE@gmail.com); etc. These binders will be used as an informational source, as well as a training program for the non-supervisory staff at each place of business that completes the disability-awareness training.

Instructions

Quarterly Program Activity / Consumer Service Report

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- Agency **Developmental Services Center**
- **Board Developmental Disabilities Board**
- Program **Family Development Center (2016)**
- Period **2015 - Second Quarter FY2016**

Status Submitted

Change Status to **Submitted**

Date Submitted 01/27/2016 05:35 PM

Submitted By VICKIE2010



Annual Target

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
(GSE) (SC) (NTPC) (TPC)

Quarterly Data (NEW Clients)

94

58

0

54

Community service events include participation in day care settings, as well as community events with children and families. Screening contacts include developmental evaluations for the purpose of screening only. Children may be identified for further evaluation or for re-screening at three to six month intervals. Of the total number of children screened this quarter, 16 were referred to Early Intervention. Service hours comprise time spent in activities that are not state funded equaling 1854 hours.

Instructions

Quarterly Program Activity / Consumer Service Report

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- Agency **Developmental Services Center**
- Board **Mental Health Board**
- Program **Individual and Family Support (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[**Change Status**] to Submitted ▼

Date Submitted 01/28/2016 08:58 AM
Submitted By VICKIE2010

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target				
Quarterly Data (NEW Clients)	1	5	1	0

Comments The Individual and Family Support Program continues to provide supports and services to individuals and families in the following ways: direct staff support; respite; recreational activity funds; and social skills/social thinking therapy fees. Service hours for this quarter equals 2416.75.

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Integrated/Site-Based Svcs-Community 1st (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

[**Change Status**] to **Submitted** ▾

Date Submitted 01/28/2016 08:51 AM

Submitted By VICKIE2010

	Community Service Events-Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)
Annual Target				
Quarterly Data (NEW Clients)	6	3	28	0

Community Service Events for the second quarter of FY16 included the Disability Resource Expo, as well as tours and discussions of DSC services with parents and teachers of prospective DSC consumers. A student also job shadowed for a class. The program conducted three Service Screenings during this quarter and one young man began a Vocational Experience at McKinley #3 and one vocational experience occurred at Clark Road counting as two of the New NTPC.

In addition to the varied community activities, ranging from educational excursions to the Kranner Art Museum, Japanese Gardens, Anita Purvis Nature Center, the Women's Health Fair and the Champaign Public Library, to fitness and recreational pursuits at the YMCA, Old Orchard Lanes, Crystal Lake Park, Curtis Orchard, and a Halloween Haunted House, as well as numerous area restaurants and stores, individuals supported by the "Integrated" program participated in their community experiences with 62 other individuals who are considered NTPCs, as they also benefitted from this program.

Comments

Fourteen people spent at least 40% of their time in the community. This includes four groups who are spending entire days in the community. Community connections are being made at restaurants, YMCA, and other locations frequented on a regular basis. One new volunteer site was established at Pet Supply Plus socializing cats to better prepare them for adoption through Catsnap. Other regular volunteer sites continue to include Salt and Light, Champaign County Nursing Home, and Orphans Treasure Box. Regular groups include Health Matters which explores and encourages a healthy lifestyle, Champaign Library, coffee groups, YMCA, reading groups, learning new board games, and a group that learns about various cultures and then prepare a meal from that culture. Special events included AG Days, a corn maze, and a trip to the Covered Bridge Festival.

The highlight of the quarter was a trip to Fair Oaks, a hog farm that provides interactive opportunities for the public to learn about modern hog farming. The entire facility runs on cow and pig manure. The tour includes a farrowing barn where people can use a sonogram to detect in utero piglets on a pig replica, and a gestation barn with opportunities to see piglets being born. The trip was memorable for a group of our rural participants who share a fondness for the country life. One parent shared that their son wanted to go back with his family over the Christmas holidays.

Twenty-Six new NTPCs accompanied their friends on community events. A total of 8,956.5 service hours were counted for this quarter

Proviso Township Mental Health Commission



Demographic Info

Fiscal Year: 07/01/2015- 06/30/2016 Qtr: 2

Agency Name: Developmental Services Center

Program: Service Coordination

Residence	Count	% of Total
Champaign	127	43%
Fisher	6	2%
Ludlow	2	0%
Mahomet	17	5%
Ogden	6	2%
Penfield	1	0%
Resolun	2	0%
Philo	7	2%
Rehoboth	20	6%
Sadorus	2	0%
Savoy	4	1%
Seymour	1	0%
St. Joseph	7	2%
Thomasboro	1	0%
Tolono	1	0%
Urbana	91	30%
Totals	295	

Ethnicity	Count	% of Total
African-American	50	16%
Asian-American	10	3%
Caucasian	221	74%
Hispanic	6	2%
Other	7	2%
Unknown	1	0%
Totals	295	

Age Range	Count	% of Total
0-5	2	0
6-18	6	2
19-24	35	11
25-32	78	26
33-45	74	25
46-64	82	27
Over 64	18	6
Totals	295	

Sex	Count	% of Total
F	124	42%
m	170	57%
U	1	0%
Totals	295	

2/2

Goals and Objectives



Fiscal Year 07/01/2015 thru 06/30/2016

Agency Name: Developmental Services Center

Program Name: Service Coordination

Quarter: 2

Goal: Consumer Access	Objective: Within 30 days of follow-up contact/interview process and receipt of requisite eligibility documentation, the case of an individual requesting Service Coordination will be presented to the Admissions Committee for review. Annual target = 90%.	Ranking: Clients Sampled: 9 # Achieving Outcome: 9	100.00 %
Explanation: Presented eight requests at Admissions in July 2015 and one in August within the 30 day timeframe. Admissions was not held in September. Goal met.			
Goal: Consumer Access	Objective: Within 30 days of follow-up contact/interview process and receipt of requisite eligibility documentation, the case of an individual requesting Service Coordination will be presented to the Admissions Committee for review. Annual target = 80%.	Ranking: Clients Sampled: 11 # Achieving Outcome: 11	100.00 %
Explanation: Eleven people requested services funded by DDB this quarter and all eleven were presented to Admissions within 30 days.			
Goal: Consumer Access	Objective: DSC will initiate annual communication regarding status of those on waiting lists for all programs by 9/30/15. Annual target = 100%.	Ranking: Clients Sampled: 145 # Achieving Outcome: 145	100.00 %
Explanation: 145 letters were sent to those on DSC wait lists on 9-29-2015. Goal met.			
Goal: Consumer Access	Objective: DSC will initiate annual communication regarding status of those on waiting lists for all programs by 9/30/15. Annual target = 100%.	Ranking: Clients Sampled: 0 # Achieving Outcome: 0	0.00 %
Explanation: Already met for the fiscal year in quarter one.			
Goal: Consumer Outcomes	Objective: Individuals participating in the Service Coordination Program will be satisfied with services received. Annual target = 90%.	Ranking: Clients Sampled: 0 # Achieving Outcome: 0	0.00 %
Explanation: Satisfaction surveys to be completed in May 2016 with results to be reported in June 2016.			
Goal: Consumer Outcomes	Objective: Individuals participating in the Service Coordination Program will be satisfied with services received. Annual target = 90%.	Ranking: Clients Sampled: 0 # Achieving Outcome: 0	0.00 %
Explanation: Outcome to be reported in June 2016.			
Goal: Consumer Outcomes	Objective: DSC trained staff will complete a Personal Outcome Measure interview with at least 25 individuals in accordance with the Council on Quality and Leadership guidelines.	Ranking: Clients Sampled: 0 # Achieving Outcome: 0	0.00 %
Explanation: Goal continuing. Four POM interviews were completed during the first quarter.			

Goal	Consumer Outcomes			
Objective	DSC trained staff will complete a Personal Outcome Measure Interview with at least 25 individuals in accordance with the Council on Quality and Leadership guidelines.			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	Three POMs were completed concerning those funded by DDB for a total of seven this fiscal year. Eighteen needed to reach goal by end of fiscal year.			

Goal	Utilization			
Objective	Service Contacts: Phone and face-to-face contacts with consumers who may or may not have open cases in a given program – including information and referral contacts, initial screenings/assessments, and crisis services.			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	Service Contacts consisted of 57 intake calls and attendance at two IEPs for a total of 59 service contacts this quarter.			

Goal	Utilization			
Objective	Service Contacts: Phone and face-to-face contacts with consumers who may or may not have open cases in a given program – including information and referral contacts, initial screenings/assessments, and crisis services.			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	Service contacts consisted of 36 intake calls and attendance at five IEPs for a total of 41 this quarter.			

Goal	Utilization			
Objective	Community Service Events: Informational meetings/requests, formal presentations to organizations, civic groups, school personnel, or other community entities.			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	One Community Service Event was completed in the first quarter. Director of Case Management/Family Support presented program information to a parent support group meeting at the YMCA on September 10, 2015.			

Goal	Utilization			
Objective	Community Service Events: Informational meetings/requests, formal presentations to organizations, civic groups, school personnel, or other community entities.			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	Staff participated in one community service event this quarter which was the Disability Expo.			

Goal	Utilization			
Objective	Treatment Plan Clients are those individuals with case records and Individual Service Plans funded by CCDDB. Non-treatment Plan Clients are those with service and support records (funded by CCDDB but no formal Individual Service Plans). Unduplicated Number of Persons Served, target 305 Unduplicated Number of Persons Served under Funding, target 305			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	299 Treatment Plan Clients received services this past quarter, 297 were continuing from last fiscal year and two people were opened into services, 29 continuing NTPC.			

Goal	Utilization			
Objective	Treatment Plan Clients are those individuals with case records and Individual Service Plans funded by CCDDB. Non-treatment Plan Clients are those with service and support records (funded by CCDDB but no formal Individual Service Plans). Unduplicated Number of Persons Served, target 305 Unduplicated Number of Persons Served under Funding, target 305			
Ranking:	Clients Sampled: 0	# Achieving Outcome: 0	0.00	%
Explanation:	296 TPC were served in this second quarter, taking into account the three new openings and those closed. Year-to-date, 302 people have received Service Coordination as TPCs.			

Instructions

Quarterly Program Activity / Consumer Service Report

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- Agency PACE, Inc.
- Board Developmental Disabilities Board
- Program Opportunities for Independence (2016)
- Period 2016 - Second Quarter FY2016

Status Submitted

Change Status to **Submitted**

Date Submitted 01/29/2016 05:15 PM

Submitted By NANCY

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	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTFC)	Other (TPC)
Annual Target	15	375	10	10
Quarterly Data (NEW Clients)	1	243.75	18	4
Comments				

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **United Cerebral Palsy Land of Lincoln**
- Board **Developmental Disabilities Board**
- Program **Vocational Services (2016)**
- Period **2016 - Second Quarter FY2016**

Status Submitted

Change Status to **Submitted**

Date Submitted 01/28/2016 04:55 PM

Submitted By BYARNELL

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (SC)	Treatment Plan Clients (NTPC)	Other (TPC)	
Annual Target	70	160	0	50	11000
Quarterly Data (NEW Clients)	22	21	0	3	1313

Comments: 7 out of 9 individuals are working in the community and are receiving job coaching and job support services.

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12.E.

DECISION MEMORANDUM

DATE: February 17, 2016
TO: Members, Champaign County Developmental Disabilities (CCDDB)
FROM: Dr. Phil Krein, CCDDB President
SUBJECT: Approval of Funding to Support Executive Director Search

The Executive Committee of the CCDDB and CCMHB has determined the need to allocate funding to cover costs associated with the search and selection of a new Executive Director. The preliminary estimate is a total of \$7,500 (Seven Thousand and Five Hundred Dollars) split equally between the CCDDB and CCMHB. This money shall be identified and earmarked for this purpose.

Motion to authorize and set aside \$3,750 as the CCDDB share of the Executive Director search and selection process.

Decision Section:

Motion to authorize and set aside \$3,750 as the CCDDB share of the Executive Director search and selection process.

- Approved
- Denied
- Modified
- Additional Information Needed

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13.A.

DECISION MEMORANDUM

DATE: February 17, 2016
TO: Members, Champaign County Developmental Disabilities Board
FROM: Peter Tracy, Executive Director
SUBJECT: Revised CCDDDB and CCMHB Intergovernmental Agreement

Background

The Champaign County Developmental Disabilities Board (CCDDDB) and Champaign County Mental Health Board (CCMHB) have a longstanding agreement by which the two Boards share administrative costs and work cooperatively on matters pertaining to the allocation of Intellectual and Developmental Disabilities funding.

The agreement was initiated in 2005 and has been modified as necessary over the years. The Executive Committee of the CCDDDB/CCMHB is comprised of the officers of the Boards and has the responsibility of monitoring the partnership and making recommendations for changes in the agreement. The status of the Agreement is a permanent agenda item for Executive Committee meetings.

In October, 2015, the Executive Committee discussed the provisions of the Intergovernmental Agreement (IGA) and made recommendations for changes in the document. The attached document manifests the proposed modifications to the CCDDDB/CCMHB Intergovernmental Agreement.

Analysis

The attached **DRAFT INTERGOVERNMENTAL AGREEMENT** has been approved by the Executive Committee and is being presented today for approval by the CCDDDB. In addition, the same IGA will be presented to the CCMHB for their approval later today. The following is a brief summary of the additions and deletions to the IGA currently in force.

1. Under "Witnesseth," clarification about the appointment of Members to the CCDDDB and CCMHB.
2. Under item #3, clarification about the annual performance review conference for the Executive Director.
3. Under item #4e, ~~strikeout of current language~~ and revision pertaining to inability of the Boards to agree on a candidate for Executive Director.
4. Under item #9, a new provision requiring the Executive Director to review the shared administrative costs and the division of these costs as part of the annual budget development process.

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5. Under item #10, a new provision requiring the two boards to equally share costs of jointly funded programs and activities.
6. Under item #12, strikeout of existing language pertaining to termination of the IGA.
7. Under item #13, a new provision pertaining to termination of the IGA.

Decision Section

Motion to approve the Draft Intergovernmental Agreement dated February 17, 2016.

_____ Approved

_____ Denied

_____ Modified

_____ More Information Needed

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INTERGOVERNMENTAL AGREEMENT

DRAFT

THIS INTERGOVERNMENTAL AGREEMENT is entered into this 17th day of February, 2015 by and between the Champaign County Mental Health Board (hereinafter the "Mental Health Board") and the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability (hereinafter the "Developmental Disabilities Board"). The parties hereby enter into this INTERGOVERNMENTAL AGREEMENT to delineate respective roles, responsibilities, and financial obligations associated with the shared administrative structure that shall be responsible for the staffing and operation of the Mental Health Board and the Developmental Disabilities Board. Both parties understand and agree as follows:

WITNESSETH

WHEREAS, the Mental Health Board has a statutory responsibility (Illinois Community Mental Health Act, 405 ILCS 20 / Section 0.1 et seq.) to plan, fund, monitor, and evaluate mental health, substance abuse, and developmental disability services in Champaign County;

WHEREAS, the Developmental Disabilities Board has a statutory authority (County Care for Persons with Developmental Disabilities Act, 55 ILCS 105 / Section 0.01 et. seq.) to fund services and facilities for the care and treatment of persons with a developmental disability;

WHEREAS, the Mental Health Board and Developmental Disabilities Board have overlapping responsibilities pertaining to planning, funding, monitoring, and evaluating developmental disability programs and services in Champaign County;

WHEREAS, the members of the Mental Health Board and the Developmental Disabilities Board are appointed by the Chair of the Champaign County Board *with consent of the Champaign County Board* and as such have committed to share the same administrative structure to maximize the funding available for direct mental health and developmental disabilities programs and services;

WHEREAS, the Parties agree sharing an administrative structure will reduce administrative costs, maximize available funding for direct services, and assure an integrated planning process for developmental disabilities and behavioral health programs and services;

NOW, THEREFORE, it is the agreement of the parties that this INTERGOVERNMENTAL AGREEMENT is entered into in order to assure an efficient, ongoing, cooperative effort that will benefit people with disabilities in Champaign County.

The Parties Agree to the Following Procedure for the Retention of an Executive Director:

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1. The chief administrative employee shall serve in a dual (i.e., shared) capacity as Executive Director of the Mental Health Board as well as Executive Director of the Developmental Disabilities Board.
2. The terms and conditions of the Executive Director's employment shall be delineated in an employment contract with both the Developmental Disabilities Board and the Mental Health Board as Parties to the agreement.
3. Each Board shall complete a separate annual performance evaluation of the Executive Director. If either Board rates the Executive Director as "less than satisfactory," a Joint Personnel Committee comprised of two (2) officers of the Mental Health Board and two (2) members of the Developmental Disabilities Board shall be convened to assess the situation and formulate recommendations. A recommendation of termination by the Joint Personnel Committee shall require ratification by both Boards by majority vote.

An annual performance review conference with the Executive Director shall be convened by the Presidents of the two Boards. This conference shall be used to provide feedback about performance and discuss goals and objectives for the coming year.

4. Process for selection of a new shared executive director: At such time as it becomes necessary to fill the shared position of Executive Director for the Mental Health Board and the Developmental Disabilities Board, the search and decision process shall include the following steps and processes.
 - a. The Mental Health Board and the Developmental Disabilities Board shall develop and agree upon selection criteria and job description for the shared Executive Director position.
 - b. The Joint Personnel Committee (JPC) shall be convened and assigned responsibility for managing the search and selection process for the shared Executive Director using the job description and selection criteria.
 - c. The JPC may elect to assume responsibility for direct management of all aspects of the search process including advertising for the position, screening of applications, selections of candidates to be interviewed and recommended to the CCMHB and CCDDDB for final approval.
 - d. Ultimately, the first and second (alternate) choices for the shared Executive Director position will be determined by majority vote of the JPC.
 - e. ~~If within 45 days the JPC is unable to identify the first choice candidate by majority vote, the Champaign County Administrator shall be consulted and briefed on the search and selection process to date. Following this, the JPC and the Champaign County Administrator shall vote to determine the chosen candidate. If within 45 days the JPC is unable to come to a decision about the first choice candidate, the process of termination of this Intergovernmental Agreement shall be initiated.~~

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The Parties Agree to the Following Financial Commitments:

5. There shall be ongoing communication between the Mental Health Board and the Developmental Disabilities Board. On at least a quarterly basis, the shared Executive Director shall meet with the Presidents of the Mental Health Board and the Developmental Disabilities Board to review the status of the provision of administrative services, to discuss coordination of funding for developmental disabilities services, to coordinate regarding anti-stigma projects and activities, and to address any other items pertinent to the operations of either Board.
6. The Mental Health Board shall provide funding for developmental disabilities services using the FY12 amount of \$529,852 as a base with annual increases or decreases predicated on the percentage of increase or decrease in the levy fund in subsequent years.
7. The organization of Champaign County Government makes it cumbersome for administrative costs to be paid by both the Mental Health Board and the Developmental Disabilities Board. To simplify matters, all administrative costs shall be paid through the Mental Health Board fund/account. The Developmental Disabilities Board will transfer their share of administrative costs to the Mental Health Board for this purpose.
8. The current split for administrative costs is 42.15% for the Developmental Disabilities Board share with the remainder paid by the Mental Health Board. This percentage is based on a time study of staff effort to determine the salary cost split between the Boards. Subsequent time studies and appropriate cost sharing adjustments shall be determined through the regular meetings between the Presidents of the Mental Health Board and the Developmental Disabilities Board.
9. *In preparation for the annual budget process, the Executive Committee shall review the proposed administrative costs of the Mental Health Board budget to assure the 42.15% share is applied only to expenditures which are common for both boards. Administrative costs which are specific to the Mental Health Board shall be excluded (i.e., backed out of) from the shared cost pool.*
10. *All current and future "jointly sponsored programs and activities" shall be shared equally between the Boards. These include various Acceptance, Inclusion, and Respect programs intended to address discrimination, violations of civil rights, and other stigma directed to people with disabilities. Current examples include the Roger Ebert Film Festival and the Disability Expo.*

Miscellaneous Provisions:

DRAFT

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11. Nothing contained herein serves to limit, alter, or amend either party's duties, rights, or responsibilities as set out in applicable State statutes, law, or regulations.
12. This agreement can be amended at any time based on needs identified at the quarterly Presidents Meeting. ~~but shall not be terminated without the written approval of the Champaign County Board Chair.~~
13. *This agreement may be terminated by first providing notification of intent to terminate the agreement at the President's Meeting, followed by majority vote of either Board. In the event of a decision to terminate the Intergovernmental Agreement, full implementation of the termination and separation shall be coordinated and concurrent with the Champaign County Budget and fiscal year (January 1).*

Governing Law:

14. This Agreement shall be interpreted, construed, and governed by the laws of the State of Illinois.

Entirety of Agreement:

15. This Agreement embodies all representations, obligations, agreements, and conditions in relation to the subject matters hereof, and no representations, obligations, understandings, or agreements, oral or otherwise, in relation thereto exist between the parties except as expressly set forth herein and incorporated herein by reference. This Agreement constitutes the entire agreement between the Mental Health Board and the Developmental Disabilities Board on the subject matters hereof and supersedes and replaces any and all other understandings, obligations, representations, and agreements, whether written or oral, express or implied, between or by the Mental Health Board and the Developmental Disabilities Board. This Agreement may be amended or terminated only by an instrument in writing duly executed by the parties hereto.

IN WITNESS WHEREOF, the Parties have caused this INTERGOVERNMENTAL AGREEMENT to be executed by their authorized representatives on the ___ day of _____, 2015.

For the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability:

For the Champaign County Mental Health Board

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DEPT 1

13.B

NACBHDD I/DD Committee Policy Paper 2016

Over the past 50 years Systems and Services that support people with Intellectual/Developmental Disabilities (I/DD) have experienced a variety of changes both big and small. There have been many positive strides as the field has evolved and it is true that people who have I/DD are better off today than they were 50 years ago but even the most seasoned in our field will admit we have a long way to go when it comes to helping people live full and productive lives. Our focus at NACBHDD is to support people live a life of their choosing and to promote freedom and independence in the process. We would like to provide you with some idea of the challenges that people face and the support they need.



MY EARLY YEARS

Early Intervention, Early Childhood Services and Education

It is important that we continue to see the value in early intervention services. Conversations about future successes and active support of families can prove valuable as well help people live "Good Lives". It is important that we encourage curriculums that support and encourage a student's opportunities and abilities to build healthy relationships with peers in school and in the community.



MY EDUCATION



MY FIRST JOB

Work

It is important that we understand and recognize the challenges of assisting people gain meaningful and competitive employment by developing processes that allow the time and funds needed to be successful. Our success with helping people find meaningful work will result in an increase in hard working, productive and tax paying citizens. It is also important that we ensure the continuation and initiation of new employer incentives to promote the hiring of people with I/DD.

Home and Community

It is important we continue to recognize challenges related to helping people with I/DD live an integrated life in their communities. We should also recognize the importance of available and accessible transportation options.



MY HOME



MY HEALTH

Mental and Physical Health

There are a multitude of unique health challenges that people face. It is important that we help communities with the resources needed to support people. People with I/DD who also struggle with mental illness face challenges that rise to crisis proportions. This is an area that must be addressed with every resource available.

Living Life with a Disability

It is important that we keep people with I/DD in mind as decisions are made in any arena. It is important that we work together to ensure people with intellectual and developmental disabilities are active and productive members of our communities. The byproduct will be stronger communities, enriching all lives of all members of the community.



MY LIFE

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OUR NEXT STEPS:

The National Association of Community Behavioral Health and Developmental Disabilities (NACBHDD) recognizes the important role the United States Congress will play as the Intellectual/Developmental Disabilities (I/DD) system moves into its next phase of community integration under Home and Community Based Settings regulations. There are three things we are asking for:

1. **Awareness:** We are asking that the members of congress raise their awareness regarding the challenges people with I/DD face and use that awareness to influence decision making that will promote helping with I/DD live "Good Lives".
2. **Partnership:** We are asking for key congressional partners to help carry and spread the message about challenges that people with I/DD are facing. Work with us to help people with I/DD pursue a "Good Life".
3. **Connections:** We are asking that you use your connections to help us reach out to others to share information and influence policy decisions. The more people we can inform about the challenges that are faced, the more success we will have.

AREAS OF FOCUS

Early Intervention, Early Childhood Services, and Education

It is important that the Department of Health and Human Services and the Department of Education see the value of bolstering services for young people with disabilities. The success that people experience in adulthood can be directly tied to the support they receive as children.

Work

It is important that the Department of Education/Rehabilitation Services Administration and Department of Health and Human Services/Center for Medicaid Services understands and recognizes the challenges of assisting people gain meaningful and competitive employment by developing processes that allow the time and funds needed to be successful.

Home and Community

It is important that the Department of Justice, the Center for Medicaid Services and the Department of Housing and Urban Development continue to recognize challenges related to helping people with intellectual and developmental disabilities live an integrated life in the least restrictive environments.

Mental and Physical Health

It is important that the Department of Health and Human Services/Center for Medicaid Services/Mental Health Services have an appreciation for the crisis that is facing people who are dually diagnosed. The lack of resources and quality care leave many untreated, undertreated, and/or mistreated. The problems faced are made worse due to the increasing lack of availability of psychiatric beds for those who are experiencing serious mental health emergencies. We are asking for a concerted and organized effort to partner with states to address this issue.

Living Life with a Disability

It is important that we develop effective strategies with the federal government to address all of the programs that touch or have the potential to touch the lives of people with Intellectual Disabilities and Developmental Disabilities, their families and the professionals who work with them. Helping people to live a "Good Life" in their communities will strengthen the communities in immeasurable ways.

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13.C.

CCDDB 2016 Meeting Schedule

Board Meetings

8:00AM and Noon, variously

Brookens Administrative Building, Lyle Shields Room

1776 East Washington Street, Urbana, IL

January 20, 2016 – Noon

February 17, 2016 – 8:00 AM

March 16, 2016 – 8:00 AM

April 27, 2016 – 8:00 AM (off cycle)

May 18, 2016 – 8:00 AM

June 22, 2016 – 8:00 AM

July 20, 2016 – Noon

This schedule is subject to change due to unforeseen circumstances.

Please call the CCMHB/CCDDB office to confirm all meetings.

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CCMHB 2016 Meeting Schedule

First Wednesday after the third Monday of each month—4:30 p.m.
Brookens Administrative Center
Lyle Shields Room
1776 E. Washington St., Urbana, IL (unless noted otherwise)

January 20, 2016

February 17, 2016

March 23, 2016

April 20, 2016

May 18, 2016

June 22, 2016

July 20, 2016

August 17, 2016

September 21, 2016

October 19, 2016

November 16, 2016

December 14, 2016

**This schedule is subject to change due to unforeseen circumstances. Please call the CCMHB-CCDDB office to confirm all meetings.*